

Janine Burke-Wells
Executive Director



Scott Avedisian
Mayor

Warwick Sewer Authority
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BOARD MEETING MINUTES

Thursday, June 23, 2016, 5:30 p.m.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

| Board Members present: | Guests: |
|---------------------------------------------|-------------------------------------------|
| Gary Jarvis, Secretary | Dennis Setzko, P.E., AECOM |
| Peter Ginaitt | Paul Roberts, Homeowner Safety Valve Co. |
| Steve E. Sylven, P.E. | |
| Gary P. Marino | |
| | |
| Staff present: | |
| Janine Burke-Wells, Executive Director | Scott Goodinson, Superintendent |
| John Revens, Revens, Revens & St. Pierre | Earl Bond, Lead Mechanic |
| William Miranda, Admin. Technical Assistant | Lynn F. Owens, Administrative Coordinator |

- 1. Call to Order** At 5:35 p.m., Secretary Jarvis called this meeting to order.
- 2. Pledge of Allegiance** Mr. Ginaitt led those in attendance in saluting the flag and stating the Pledge of Allegiance.

Board members signed letters addressed to Warwick senators, representatives and City Council members, thanking them for their support of changes to the WSA Enabling Legislation enacted earlier in the month by the General Assembly.

3. Approval of Minutes

- a.** Approval of minutes from the public hearing/meeting held May 12, 2016.

ACTION: Mr. Sylven moved approval of the minutes as submitted. Mr. Ginaitt seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

- b.** Approval of minutes from the regular meeting held May 19, 2016.

ACTION: Mr. Sylven moved approval of the minutes as submitted. Mr. Ginaitt seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

4. AWT-Phosphorus Project

a. Engineer's Progress Report: AECOM

DISCUSSION: Mr. Setzko presented AECOM's written report and reviewed the photos attached to the report:

CONTRACT 91: PHOSPHORUS REMOVAL UPGRADE / FLOOD CONTROL AND MITIGATION - MAY/JUNE 2016 PROGRESS REPORT, June 17, 2016

This Progress Report summarizes activity between May 14, 2016 and June 17, 2016 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.

Construction Progress

- ☐ Overall, the project is approximately 95% complete;
- ☐ Continued construction administration services such as reviewing and processing RFIs, shop drawings, change order proposals and contractor applications for payment; including field observation and specialty staff site visits for Building Code compliance;
- ☐ Held Progress Meeting #24 on June 2nd with Hart and WSA;
- ☐ Phosphorus Building, Levee and Other Work:
 - Phosphorus Building: Interior trade work is mostly complete. Actiflo process optimization is ongoing. Miscellaneous minor interior work is ongoing. Exterior fencing is complete. Loaming and seeding is mostly complete;
 - Utility Building: Piping work is mostly complete; electrical work is ongoing;
 - Center Clarifiers: Restoration is complete;
 - Levee Work: Restoration of the headwall areas is mostly complete.

Four Week Look Ahead-Phosphorus Building and Other Work

- ☐ Continue interior work: Complete minor miscellaneous interior work; continue process optimization. Exterior work: complete final paving, loam and seed and bioretention basin work;
- ☐ Utility Building: Complete piping and electrical work; install exhaust and supply fans;
- ☐ Next progress meeting: TBD

Four Week Look Ahead-Levee

- ☐ Install ballast on drain manholes.

Substantial Completion

In recent weeks, Hart and Kruger (the phosphorus removal manufacturer) have encountered some process optimization challenges, and the Actiflo system has not consistently treated to and below the effluent phosphorus limit.

This is an emerging situation, so it is not possible to identify all of the causes at this time, but the construction team (Hart, Kruger, AECOM) is continuing to work together on the troubleshooting effort. WSA operations and laboratory staff have also been very helpful and cooperative during this phase of the project. Because the troubleshooting effort is ongoing and continues to evolve, the Contractor is unlikely to meet the revised substantial completion date of June 30, 2016. A time extension appears necessary.

**b. Change Order No. 35: Time Extension Request, Substantial Completion
Hart Engineering Corporation**

ACTION: Mr. Setzko stated Hart has requested a time extension to the end of October for Substantial Completion related to the successful completion of the Phosphorus Removal System Performance Testing due to the equipment manufacturer (Kruger)'s current testing results not consistently meeting the Design Effluent Phosphorus Limits.

Excerpt from Hart Engineering's request memo dated June 22, 2016:

"...letter from Kruger detailing that inconsistent results are mainly due to low chemical distribution. Kruger is recommending that a chemical injection mixer be installed to provide a more effective dispersion of coagulant, which should result in more consistent treatment results."

"...the total phosphorus levels in the influent flows appear to have a large degree of variation throughout the day which is in turn leading to spikes in the effluent phosphorus readings."

Mr. Setzko stated over the past few months Kruger (manufacturer of ACTIFLO® Tertiary Treatment process) has been on site quite often trying to get the system to work. He stated initially the process seemed to be working, but high dosages of chemicals were being used. He stated the mixing of aluminum sulfate with the wastewater was not right, and the high use of chemicals created problems downstream. He stated Kruger is suggesting they add a chemical mixer (at their cost) to the process to resolve the problem.

Mr. Setzko, Director Burke-Wells and Board members discussed at length the efforts being made by all to resolve this process issue and have consistent compliance with permit limits.

Mr. Marino moved approval of the Hart time extension request. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

**c. AECOM Contract Addendum No. 5: RFQ #2010-48 Facilities Planning
and Design of Treatment Plant Upgrades
Possible additional construction-phase engineering services**

DISCUSSION/ACTION: Held from March 31, 2016 meeting.

Mr. Setzko stated AECOM's proposed engineering services contract amendment reflects additional funds needed to extend services to July 31, 2016 to oversee resolution of the ACTIFLO process improvements.

He stated AECOM agrees that from a long-term operational perspective, installation of the chemical mixer is a good idea, which will be good for the process operation.

Mr. Setzko, Director Burke-Wells and Board members discussed at length the need for this contract amendment. Mr. Setzko stated Kruger has a certain amount of responsibility to get the effluent to a certain level. He said the problem is we are seeing a wide fluctuation in the influent phosphorus levels; that is calling for increased chemical dosing, which causes problems downstream.

Mr. Setzko stated we are in discussion with Kruger and Hart regarding the installation of the mixer and the electrical conduit. He stated the installation is not part of Hart's contract. He stated AECOM's cost to oversee the installation is not part of this contract amendment.

Mr. Sylven stated installation of the mixer is a value-added item. He commented that it sounds like the bigger issue is the varied HACH (phosphorus analyzer) results. He stated this contract amendment is primarily the result of the additional work effort needed to oversee the installation of the ACTIFLO® process. Mr. Setzko agreed. Mr. Sylven confirmed with Mr. Setzko that another contract amendment may be necessary for AECOM services through October 2016.

Director Burke-Wells stated she may have to ask RIDEM for another extension of our permit limits due to this issue.

Mr. Ginaitt moved approval of Contract Amendment No. 5 valued at \$79,865.00. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

5. Levee Project

a. Engineer's Progress Report: PARE Corporation

DISCUSSION: PARE provided a written progress report. No representatives present:

Warwick Wastewater Treatment Plant Levee Project, Warwick, Rhode Island
Pare Project No. 15069.00
Project Progress Update No. 13 Submitted June 20 2016

PHASE II LEVEE PROJECT: CONSTRUCTION PHASE

The following activities have occurred since the last report:

- ☐ *Pare continued coordinating with WSA and Hart relative to the work at Phase II.*
- ☐ *Pare presided over a meeting with Hart and WSA on Thursday, June 16th to review the schedule*
for implementation of Phase II and to review the disposal of excess material from Phase I.

- ☐ Hart plans to commence removing excess material on Monday, June 20th
- ☐ Excavation for the core of the Phase II Levee is anticipated later in that week.
- ☐ Hart projects completion of Phase II by July 30.

PHASE III LEVEE PROJECT: BID PHASE

The following activities have occurred since the last report:

- ☐ Pare and WSA met to discuss the Phase III award and EPA approval
- ☐ Pare prepared and supplied WSA with a Notice of Award letter, which was then forwarded to DiGregorio.
- ☐ Pare Scheduled a Pre-Construction meeting for Phase III for June 30, 2016 at 9AM at WSA Two- Week Look Ahead
- ☐ Hart shall commence excavation and filling activities at Phase II commencing with the removal of excess Phase I material, excavation for the low permeability core, and placement of low permeability fill material.
- ☐ DiGregorio will attend a kick-off meeting and finalize the contract for Phase III

6. Operations Division

a. Superintendent's Report

DISCUSSION: Superintendent Goodinson provided the following written report of May 2016 plant activity:

| PARAMETER | QUANTITY / INFLUENT | PERMIT LIMIT | QUANTITY/ RESULTS |
|-------------------------------------------------------|-----------------------------------|--------------------------------------------------|-------------------------------------------------------------------|
| Average daily flow | 4.9 million gallons per day (MGD) | 7.7 million gallons per day (design) | |
| Sludge removal | 114 trucks (1,026,000 gals) | | 4.4% avg. solids (189 dry tons) |
| Average Total Suspended Solids (TSS) | Influent: 269 mg/l | 30 mg/l maximum 85% removal minimum | 5.7 mg/l 97.8% removal |
| Average Carbonaceous Biochemical Oxygen Demand (CBOD) | Influent: 212 mg/l | 25 mg/l maximum 85% removal minimum | 7.2 mg/l 96.6% removal |
| Average monthly phosphorus | | 1.0 mg/l | 0.29 mg/l |
| Average monthly Total Nitrogen | | 8.0 mg/l | 7.9 mg/l |
| Fecal coliform | | 200 monthly geometric means 400 daily maximum | 2.0 monthly average 23.0 daily maximum (measured in MPN/100ml) |

Director Burke stated Superintendent Goodinson has informed RIDEM of our problems with the ACTIFLO® process. Superintendent Goodinson stated we are seeing an increase in sludge with the new phosphorus

process (adding more chemicals, sand an issue). He said we haven't had a violation yet. Director Burke-Wells stated we haven't accepted substantial completion of the new system yet (and will not until the ACTIFLO® process is straightened out).

- b.** Installation of plant water strainer and control panel supplied by WSA at north pump station
Hart Engineering Corp.: \$10,700.00

Superintendent Goodinson stated this was installed by Hart months ago. Director Burke-Wells stated WSA had intended to install the equipment when the Board approved the equipment purchase but with current manpower issues in our maintenance division, former Superintendent Doyle had Hart install the equipment prior to his retirement but Board approval is required.

ACTION: Mr. Ginaitt moved approval. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

- c.** Purchase Authorization: repair of recycle pump
Delta Electro Power, Inc.: \$7,831.34

Superintendent Goodinson stated internal recycling issues have a direct relationship to nitrogen and phosphorus removal efficiencies. He reported that since 2009, WSA has spent about \$77,000 on repairs to the recycling pumps. He explained that these pumps get ragged up and damaged. He stated Delta and our maintenance division have done all they can to keep the old pumps online. Director Burke-Wells stated repair of this pump is necessary because of the lead time in getting the new pumps (see below).

ACTION: Mr. Ginaitt moved approval of the repair. Mr. Marino seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

- d.** Purchase Authorization: new recycle pumps (4)
Carlsen Systems, LLC: \$103,923.00

ACTION: Mr. Ginaitt moved approval of the purchase. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

7. Construction Division

- a.** Governor Francis Phase III Contract 85B Sewer Project
 - i.** Gordon Archibald, Inc. progress report

DISCUSSION: A written report including timeline was provided to the Board:

PROGRESS REPORT, GOVERNOR FRANCIS PHASE III

1. *GRA met with the Warwick Planning Department on May 25, 2016 to discuss the revised subdivision plans based on the meeting held with the land owner on May 13, 2016. The Warwick Planning Department indicated the subdivision process could proceed administratively. However, they requested that a meeting be held with the Tax Assessor to review and to discuss the Tax Assessor Lots as indicated on the Plat Maps to ensure there are no issues.*

2. *GRA met with the Tax Assessor June 7, 2016 to discuss the administrative subdivision. There are no issues relating to the Tax Assessor Lots as indicated on the Plat Maps which would impact the administrative subdivision process.*

3. *At the Tax Assessor meeting, the Landowner decided to modify the parcel layout in order to not impact future development rights. This would be done by adding A.P. 307 Lot 413 or A.P. 313 Lot 120 to administrative subdivision process. Both are large parcels. Accordingly, the surveyor is researching these lots to determine feasibility.*

4. *Based on the meetings with the Planning Department and Tax Assessor, GRA will submit the Order of Approval to RIDEM by June 24, 2016. An application will be forwarded to RICRMC upon approval of the Order of Approval.*

Director Burke-Wells reported that construction will not begin until next year.

b. Bayside Contract 86A-2 Tidewater Interceptor/Lateral Pressure Sewers Design Phase

i. Gordon Archibald, Inc.: design progress report

DISCUSSION: A written report was provided to the Board:

BAYSIDE SEWERS -CONTRACT 86A-2 TIDEWATER INTERCEPTOR

1. *The design team continues coordination on a Memorandum of Agreement (MOA) with EPA, RIHPHC, WSA, and NITHPO.*

2. *GRA continues preparation of the design proposal to combine the project into a single construction project which would utilize trenchless technologies. However, GRA will not finalize the proposal until NITHPO signs the MOA. NITHPO has recently indicated that relocation of burials may be their preferred method of mitigation rather than preservation in place. If the burials are to be exhumed and/or relocated, the scope of services and cost for design, archaeological investigation, and construction would significantly change and increase.*

c. O'Donnell Hill Contract 69A Sewer Project

i. Garofalo & Associates progress report

DISCUSSION: A written report was provided to the Board:

PROGRESS REPORT EAST NATICK – PHASE 3 (O'DONNELL HILL)

DATE JUNE 18, 2016 PROJECT NUMBER 04635.00

**PROFESSIONAL SERVICES FROM MAY 19, 2016 TO JUNE 18, 2016
PROJECT SUMMARY:**

FILE REVIEW
COMPLETED

BASE PLAN MODIFICATIONS
COMPLETED

DESIGN PLAN, SPECS & EST. MOD.
1. MEETING ON JUNE 13, 2016 WITH RESIDENTS AND WARWICK SEWER AUTHORITY

ADDITIONAL SERVICES BEYOND SCOPE OF CONTRACT
NO WORK THIS PERIOD
CONSTRUCTION BIDDING SERVICES
NO WORK THIS PERIOD
WETLANDS BIOLOGIST
COMPLETED

Director Burke-Wells stated since the last neighborhood meeting on this project, the estimated assessment has gone down by \$3,000 per property. She stated WSA borrowed money for this project at a low 2.04 percent interest rate; with changes to our enabling legislation, the assessment interest rate will be 3.5 percent. Mr. Marino stated the biggest issue for the people living in this area is that city taxes were used to subsidize sewers to the rest of the City. He stated property owners in this area are looking for some equity. He suggested the City should at least pay for the permanent paving in the project area. He stated Representative Morgan was planning to speak to Mayor Avedisian about some of the issues discussed at the meeting.

d. Northwest Gorton Pond Sewer Project

- i. Garofalo & Associates progress report
DISCUSSION: A written report was provided to the Board:

NORTHWEST GORTON POND DATE JUNE 18, 2016
PROJECT NUMBER 6342.01

**PROFESSIONAL SERVICES FROM MAY 19, 2016 TO JUNE 18, 2016
PROJECT SUMMARY:**

ZONE 1 FINAL DESIGN / ZONE 2 PRELIMINARY DESIGN

- 1.) UPDATED PLAN & PROFILE DESIGN OF ZONE 1 - ONGOING
- 2.) RESTARTED WORK ON ZONE 1 PUMPSTATION DESIGN – ONGOING
- 3.) INVESTIGATED ZONE 2 AREA TO DETERMINE IDEAL LOCATION OF PUMP STATION AND/OR LOW PRESSURE SEWERS, AND EFFECT ON ZONE 1 DESIGN - ONGOING
- 4.) MET WITH HAYES PUMP TO DISCUSS PUMP AND POWER OPTIONS FOR ZONE 1 AND ZONE 2 PUMP STATIONS.

- ii. Contract Amendment: Update and finalize engineering plans

ACTION: Director Burke-Wells asked that this item be held to the July 28, 2016 meeting.

8. Collection System Division

- a. East Avenue pipe repair: 16" cast iron pipe under East Avenue bridges

DISCUSSION/ACTION: Director Burke-Wells reported that WSA staff was not prepared with a recommendation memo at this time. She stated following Mr. Marino's suggestion, WSA had a corrosion expert come look at this sewer line as well as the elevated pipe behind the Crowne Plaza and the force main from the Cedar Swamp pump station; he prepared a written report (available to the Board). She stated with the consultant's input, WSA may be able to save some money on this pipe repair. She stated WSA will continue to coordinate the work with RIDOT.

- b. Contract "CC" Miscellaneous Sewer Extensions and Emergency Pipeline Repairs: Extension of contract.
 D'Ambra Construction Co., Inc.

ACTION: Director Burke-Wells stated D'Ambra has agreed to hold its contract prices for another year, through June 30, 2017. She stated the extension will provide time to make improvements to the contract.

Mr. Sylven moved approval of the contract extension for one additional year. Mr. Marino seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

9. Billing Services Division

- a. Sewer Usage Abatement

| Name | Service Address | Reason | Amount |
|---------------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|----------|
| Deluca Family Trust | 20 Defiance Road Plat 351 Lot 232 | Adjustment for water not returned to WSA for treatment due to broken sprinkler pipe. Deduct meter installed for outside water usage. | \$302.30 |

ACTION: Item held for the July 28, 2016 meeting.

- b. Utility Billing Software: Annual Maintenance Contract: 7/1/16-6/30/17.
 Vision Government Solutions, Inc.: \$6,180.00

ACTION: Director Burke-Wells stated this is our annual service contract for software support (sewer assessment billing system). Mr. Ginaitt moved approval of the annual contract. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

10. Administrative Items

- a. Paul Roberts, Homeowner Safety Valve Company, to present a program report on the sewer line protection plan and revenue share.

DISCUSSION: Mr. Roberts provided the Board members with up-to-date information on the sewer line protection plan program. Claim data and customer surveys were submitted and reviewed. He reminded the Board that their contract with WSA will expire in February 2017.

- b. Director's Report

Director Burke-Wells stated there is a Proposed Council Resolution (PCR-73-16) asking that WSA hire an independent project manager to oversee new sewer construction. She stated she would welcome the help.

- i. Financial Report: a monthly financial report was provided to the Board.
- ii. Administrative Schedule: Director Burke-Wells will present the WSA quarterly report to the City Council on July 18th.

Secretary Jarvis stated in lieu of a Chairman's report, he would like WSA to send a letter to Aaron Guckian thanking him for his time and service to the Board as he was instrumental in getting a lot of things done at WSA. Director Burke-Wells stated WSA is preparing a recognition item for Mr. Guckian and will invite him to an upcoming meeting to extend our thanks in person.

11. Consent Agenda – Correspondence

- a. NWPCA to WSA: Silver Award recipient (5-5-16)
- b. FEMA to WSA: Hazard mitigation extension approved (5-5-16)
- c. RIDEM to WSA: O'Donnell Hill Certificate of Approval (5-16-16)
- d. WSA to City Council: May 2016 Financial Report (6-9-16)
- e. RI Bill Tracker: 2023SubA, 7349SubA, effective (6-10-16)
- f. WSA Award of Contract 91A: DiGregorio Corp. (6-17-16)
- g. WSA 2016 Caruso Scholarship award letters (6-17-16)
- h. WSA to RIDEM: Assistant Superintendent Charles Labbe (6-17-16)

ACTION: Mr. Ginaitt moved to accept the consent agenda items. Mr. Sylven seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

12. New Business

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

No new business introduced.

13. Old Business

- a. Modifications to Septage Hauling Regulations
- b. Sewer Assessment Deferment Policy (6-27-13)
- c. Project management for sewer construction (7-24-14)
- d. East Natick I Pumping Station: Flood hardening project (5-28-15)

ACTION: No action or discussion.

14. PUBLIC COMMENT PERIOD

No public in attendance to comment.

15. Adjournment

Mr. Sylven moved to adjourn. Mr. Marino seconded the motion. Secretary Jarvis, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Motion approved.

At 7:09 p.m. this meeting ended.

Gary C. Jarvis, WSA Secretary

Date of Approval

Minutes are recorded pursuant to the Rhode Island General Laws § 42-46-7 for the purpose of capturing all general information relevant to the meeting. For a more comprehensive assessment of minutes, audio files shall be archived with the Warwick Sewer Authority and available upon request.